

Minutes of the Meeting of
The Municipal Bond Commission
September 21, 2021

The West Virginia Municipal Bond Commission held its second meeting of the 2021-2022 fiscal year on September 21, 2021 at 1:30 p.m., in the Department of Revenue, Cabinet Secretary Office, Conference Room, Suite W-300, at the State Capitol, in Charleston, West Virginia.

The following members were present: The Honorable Matt Irby, State Tax Commissioner, and *ex officio* Chairman; the Honorable Zachary Perry, Special Projects Coordinator, and designated representative of, the State Auditor, and *ex officio* member; the Honorable Joellen Lucas, Director of Debt Management, and designated representative of, the State Treasurer, and *ex officio* member and Sara Rogers, Executive Director to the Commission. Attending via teleconference the Honorable Linda Epling, member and the Honorable Mayor Stephen Williams, member.

The meeting was called by Chairman Irby pursuant to a written notice to the members dated August 24, 2021. Notice of the meeting was filed with the Secretary of State on August 23, 2021 in compliance with West Virginia Code section 6-9A-3.

The Chair called the meeting to order at 1:30 p.m. The meeting was structured around the agenda previously mailed to the members of the Commission.

The minutes of the last meeting of July 14, 2021 were reviewed. Mayor Williams moved to accept the minutes, and Ms. Lucas seconded. The motion passed unanimously.

A report of the Executive Director was presented to the members of the Commission. A copy of the report is attached and incorporated for reference.

The annual contract with our legal advisor, Samme Gee, Esq. of Jackson Kelly was discussed. The current contract will expire December 11, 2021. Mayor Williams moved for a new annual contract with Jackson Kelly with the conditions the increase was no more the \$10 per hour and the contract subject to the Attorney General's approval. Ms. Epling seconded the motion and it passed unanimously.

Mrs. Rogers presented the Board members with a letter of her retirement scheduled for October 31, 2021. A job description for the Executive Director was included for the Board's review. Mayor Williams moved to accept this notice, and Ms. Lucas seconded. The motion passed unanimously. Chairman Irby will be taking the lead for the Executive Director's replacement. Discussions between the Chairman, Samme Gee, Jackson Kelly PLLC and Marie Prezioso, Water Development Authority will help determine the best avenues in reaching qualified candidates. The Chairman will later communicate with the Board members the final steps in hiring a new Executive Director.

There being no further business before the Commission, Mayor Williams moved to adjourn the meeting and Mr. Perry seconded. The motion was unanimously approved. The Chairman adjourned the meeting at 2:01 p.m.

Respectfully submitted,

Sara Rogers
Executive Director